

# NSDP

Library of Congress  
National Serials Data Program  
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## ISSN Application Form

### For NSDP Use Only

Date Received \_\_\_\_\_

Request Postpublication Issue     Call Publisher



ISSN

**INSTRUCTIONS:** There is no charge for an ISSN assignment. Complete the application form and mail or fax it to the address above, together with the documentation listed below. If your serial is published in multiple physical formats, e.g. print, CD-ROM, online, complete a separate application for each format. **Please allow 6-8 weeks processing time. If you change the title of your serial you must apply for a new ISSN.**

• **For existing print or CD-ROM serials:** A sample issue is **REQUIRED** so that the serials can be considered for acquisition by the Library of Congress. In exceptional circumstances, photocopies of the cover, title page, and masthead of print serials, or label and title screen of CD-ROM serials may be substituted for actual issues but such surrogates are not eligible for consideration by the Library.

• **For existing online or e-mailed serials:** Applications **MUST** include a URL which gives access to pages where the serial's title and other publishing information appear. For e-mailed serials or serials where the above information cannot be accessed freely by a URL, printouts of screens giving the above information are required.

• **For new (forthcoming) serials:** Applications made in advance of publication should include mockups showing the requested information, when possible, with the understanding that sample issues or URLs **MUST BE SENT TO THIS OFFICE** after publication.

**NOTE:** For a downloadable application form, information on ISSN for electronic serials, ISSN use by the U.S. Postal Service, links to the ISSN International Centre, the ISBN Agency, Copyright and U.S. Patent and Trademark information, please visit our web site at: <http://lcweb.loc.gov/issn/>

1.  This is a forthcoming serial, or a serial which will be published in the future under a new title. No issues have yet appeared under this title. The first issue will appear \_\_\_\_\_ (expected date of publication) and will carry the following number and/or date designation, e.g., Vol. 1, no. 1, or issue no. 1, or year, etc. \_\_\_\_\_.
- This is an existing serial which has been published under the title below since \_\_\_\_\_ (date); the first issue under this title had the following number and/or date designation: \_\_\_\_\_.

2. TITLE (from the title page, or the cover if there is no title page)

3. VARIANT FORMS OF THE TITLE on the cover, masthead, or other parts of current issues.

4. EARLIER TITLES which this serial continues. Include earlier ISSN, if known.

5. FORMAT OF THIS SERIAL (e.g. print, CD-ROM, online, etc.)

6. IS THIS A LOOSE-LEAF UPDATING SERVICE?

Yes     No    If "Yes" describe publication pattern in Item 15.

7. PUBLISHER

8. CITY AND STATE OF PUBLISHER

9. FORMER PUBLISHER (if taking over publication from another publisher)

10. FREQUENCY

11. SINGLE ISSUE PRICE

12. SUBSCRIPTION ADDRESS

13. SUBSCRIPTION PRICE (indicate differential rates)

14. ELECTRONIC ACCESS INFORMATION (e.g. URL, e-mail instructions, ftp, gopher, etc.)

15. ADDITIONAL INFORMATION, COMMENTS, QUESTIONS

16. CONTACT PERSON

Telephone

E-mail

Date

MAIL ISSN NOTIFICATION TO:

Name

Number/Street/Apartment Number

Notification will be mailed in window envelope

City/State/Zip

### HAVE YOU:

- ✓ Completed all necessary spaces?
- ✓ Enclosed issue or mock-up?
- ✓ Included expected date of publication for new serial?
- ✓ Included daytime telephone number?